

**ADDITION AND OMISSION IN THE ENGLISH – BAHASA
INDONESIAMEMORANDUM OF UNDERSTANDING
(MOU)BETWEEN THE MINISTRY OF EDUCATION AND CULTURE
OF THE REPUBLIC OF INDONESIA AND THE DEPARTMENT FOR
BUSINESS, INNOVATION AND SKILLS OF THE UNITED
KINGDOM OF GREAT BRITAIN TEXTS**

By : Rosma Puspitasari. rosmasari22@gmail.com
First Supervisor : Drs. Asruddin B Tou, MA. Ph.D
Second Supervisor : Yosa Abduh Alzuhdy, S.S., M.Hum
Yogyakarta State University

Abstract

This research aim is to identify addition and omission types applied by translator in translating Memorandum of Understanding texts in the ST into TT, and also to investigate the impacts of the techniques on the degree of equivalence that can be viewed in TT.

This research used a descriptive qualitative research with the content analysis method. The main source of this research was *Memorandum of Understanding (MoU)* text between The Ministry of Education and Culture of The Republic Indonesia and The Department for Business, Innovation and Skills of the United Kingdom of Great Britain. The main instrument of the study was the researcher and the secondary instrument was a data sheet. The data analysis was conducted through four steps: collecting the data, analyzing addition and omission technique, writing down the data in the data sheets and Drawing conclusion of the result analysis. The researcher also triangulated the data to achieve trustworthiness of the data by repeatedly doing consultations and asking some peers to re-check the data.

The results of the research show that there are 22 cases from 40 of the data using additions and omission techniques. Addition techniques are the most occurrences in the translation process, i.e. twelve cases of data. Omission is the second place with ten cases that occurred in this research. The researcher found that almost a half of the data is fully equivalence and followed by partly equivalence with the increased meaning is twelve cases and decreased meaning with ten in the data. Increased and decreased meaning are not change the meaning significantly. On the other hand, there is no equivalence case or 0%. And also, no case (0%) of no meaning found the data

Keywords: Addition, omission, equivalence, translation technique

BACKGROUND

Language and Memorandum of Understanding (MoU) have important relation with translation. Translation plays an important role in many areas

of our lives and our country. Our country cannot go forward without the help of other countries. For the bilateral and multilateral cooperation is needed to help the country in

education, economic, social and others. The relation of translation and partnership is very close because one country to another has different languages and to reach an agreement and avoid any misunderstandings the two sides make a written agreement containing the agreement of both sides to achieve a common goal.

Addition and omission often appear in the two similar texts but use different languages. The author using this strategy is intended to add a word in a sentence to make it more understandable or omit a word in a sentence that does not cause misunderstanding of the meaning to be conveyed. According to Newmark (1988: 91) that information added to the translation is normally cultural (accounting for the differences between SL and TL culture), technical (relating to the topic), or linguistic (explaining wayward use of words). This can happen in any text but not for Memorandum of Understanding (MoU) text. The contents of the text in *Bahasa Indonesia* should be the same meaning in English text that should not be add or omit. Based on Baker (1992:40-41), omission is dealing with meaning of the source text. It means that „...the meaning conveyed by a

particular item expression is not vital enough to the development of the text to justify distracting the reader with lengthy explanation, translator can and often simply omit translating the word of expression....”.

In this study, the researcher tried to examine the Memorandum of Understanding (MoU) text by using addition and omission. This method is used by the researcher to know that the Memorandum of Understanding (MoU) in *Bahasa Indonesia* and English texts is equivalent. The examination includes finding the addition and omission technique itself and describing the degree of equivalent of the addition and omission on the Memorandum of Understanding (MoU) texts. According to Catford (1965: 20) that translation is replacement of textual material in one language (SL) by equivalent textual material in another language (TL).

RESEARCH METHOD

This research is descriptive qualitative research. Memorandum of understanding between the Ministry of Education and Culture of the Republic of Indonesia and the Department of Business, Innovation and Skills (on behalf of the Government and Devolved Administrations of the United Kingdom of Great Britain and Northern Ireland) on Cooperation in the Field of Education selected as the data of this thesis. The data will be collected by selecting all addition and omission terms in the Memorandum of Understanding in English and *Bahasa Indonesia* texts. The researcher read the texts several times to obtain the data to be analyzed. Data were taken to support the research question. The researcher was reading and note taking. By reading to the texts of the documents, the researcher took a note that the addition and omission can be found in the words, phrases, sentences or clause. The researcher applied the triangulation technique to achieve the credibility by asking some observes to verify the data.

FINDINGS AND DISCUSSION

A. Findings

The findings are contains of the data found in the Memorandum of Understanding (MoU) texts. Addition came out as the most common techniques in this research and the second strategy is omission.

The researcher uses degree of meaning to measure the meaning quality of the realizations after the strategies are applied in the target language. The degree of meaning equivalence is divided into two; equivalent and no-equivalent. Surprisingly, the researcher finds that the realization of the data mostly equivalent.

The researcher finds 22 cases from 40 of the data using additions and omission techniques. Addition techniques are the most occurrences in the translation process, i.e. twelve cases of data (30%). Omission is the second place with ten cases or 25%.

The researcher divides each of the two types into subcategories to analyze the data. The addition types consist of six classifications:

- a. explanation of terms,
- b. addition of information for specification purpose,

- c. addition information due to the shift of voice,
- d. addition information due to the alteration of world classes,
- e. amplification from implicit to explicit status and
- f. addition of categories.

The most types that occur are addition of categories with six cases. Second, it is amplification from implicit to explicit status is five cases. Third, it is addition of information for specification purpose that occurs two times.

Omission types fall into four subcategories:

- a. simply omitting the information,
- b. omission of double expression,
- c. specification of reference, and
- d. omission of conjunction and transitional.

There are four types are the most appear is simply omitting the information. From the ten cases that exist, seven cases of them are simply omitting the information. It is followed by the omission of double

expression with two cases. The third and fourth are specification of reference and the omission of the conjunction and transitional equally totaled one case.

B. Discussion

1. The Types of Addition and Omission Types

a) Additions

1) Additions of categories

(a) Addition of conjunction

From the example below, the use of the word "yang" is the link that is used to emphasize the previous and after words in the sentence.

SL: Taking into account the joint Communiqué between The Ministry of Education and Culture of the Republic of Indonesia and the Department for Business, Innovation and Skills of the United Kingdom of Great Britain and Northern Ireland on the Partnership in the field of Education, signed in Jakarta on 11th April 2012;

TL: *Memperhatikan Komunike bersama antara Kementrian Pendidikan dan Kebudayaan Republik Indonesia dan Departemen Bisnis, Inovasi dan ketrampilan Kerajaan Britania Raya dan Irlandia Utara tentang kemitraan di bidang Pendidikan, yang ditandatangani di Jakarta, pada tanggal 11 April 2012;*

(b) Addition of verb

Translator adds a verb so that targets the text produced is perfect in

its delivery. This technique aims to get a grammatical sentence in the target language.

SL: The Participants will ensure that the educational data and information mutually provided and developed, including the results of joint research carried out under this MoU, shall be treated confidentially and will not be transferred or supplied to a third Participant without the prior written consent of the other Participant;

TL: *Para Peserta akan memastikan bahwa data dan informasi pendidikan yang diberikan dan dikembangkan bersama, termasuk hasil penelitian bersama yang dilaksanakan berdasarkan MSP ini, akan dirahasiakan dan tidak akan dialihkan atau diberikan kepada pihak ketiga sebelum **memperoleh** persetujuan tertulis dari Peserta lainnya;*

The verb "*memperoleh*" here was added to make the sentence is appropriate grammar complete. Besides, the word is to clarify that the participants will get their rights after obtaining the written consent from the other participants.

2) Amplification from implicit to explicit status

One of the translation technique purposes, especially addition is to translate a source text that is implicit to the explicit text targets. The differences of culture and language makes translator has a duty to translate a complicated text into

text that is clear, straightforward and easy to understand.

SL: Pursuant to the prevailing laws and regulations in their respective countries as well as the procedures and policies on education;

TL: *Sesuai dengan hukum dan peraturan perundang-undangan yang berlaku di masing-masing Negara serta prosedur dan kebijakan tentang **kerjasama** pendidikan;*

The word "*kerjasama*" added to the target text is intended to clarify the law applicable to the types of activities undertaken by the participants of this Memorandum of Understanding (MoU). So the participants who were in Indonesia will not be confused or do not understand when reading this Memorandum of Understanding (Mou).

3) Addition of information for specification purpose

The third classification of addition is addition of information for specification purpose. These additions may happen or be done by the translator to avoid any ambiguity in translating into the target text. For some reason, the author does not write the complete information about the sentence or text so the translator must add the missing word so it will be

relevant in the target text. For example:

SL: to promote the establishment of an Indonesian Studies Centre in the UK;

TL: *untuk mempromosikan pembentukan Pusat Study Indonesia di Kerajaan Britania Raya dan Irlandia Utara;*

As we know that the UK is “*Kerajaan Inggris*” in Indonesia or any other name is a Monarchy in northwestern Europe occupying most of the British Isles; divided into England and Scotland and Wales and Northern Ireland; ‘Great Britain’ is often used loosely to refer to the United Kingdom. In the source text, the author just wrote UK alone. For the reader who does not know what the UK will create misunderstandings while reading this Memorandum of Understanding (MoU). Therefore, the translator adds information when translating UK became “*Kerajaan Britania Raya dan Irlandia Utara.*”

b) Omission

1) Simply omitting the information

Simply omitting the information is the most occurrences of the omission technique. Translator may reduce or omit the word in the

target text omitted if the word does not have an important meaning.

SL: The Participants may invite **other** government and non-governmental institutions to implement this MoU in accordance with the applicable laws in their respective countries.

TL: *Para Peserta dapat mengikutsertakan lembaga-lembaga pemerintah dan non-pemerintah untuk melaksanakan MSP ini sesuai dengan hukum yang berlaku di Negara masing-masing.*

In the data above the word “other” is omitted by the translator because it will not affect the meanings that will be delivered by the author in the target text. In fact the word “other” should not be eliminated because of the word could further clarify who can be included in the Memorandum of Understanding (MoU).

2) Omission of double expression

The omission of double expression appears two times in the data. Double plural expression is not usual to use in Bahasa Indonesia. For Example:

SL: to increase the exchange of students, faculty members, **teachers**,

experts, and administration staff on projects and programmes that will be mutually beneficial to the Participants. TL: *untuk meningkatkan pertukaran peserta didik, tenaga pendidikan kependidikan pada lembaga perguruan tinggi, guru, tenaga ahli, dan pegawai administrasi pada proyek-proyek dan program-program yang akan saling menguntungkan bagi para Peserta.*

The differences in rules occur in double plural expression in *Bahasa Indonesia*. So, if in the source language the words “teachers” and “experts” is not translated become “*guru-guru*” and “*ahli-ahli*”. In Bahasa Indonesia, if this problem is found then there will be the addition of the word “*para*” or “*semua*”. Those words are considered as plural.

3) Omission of conjunction and transition

In the Memorandum of Understanding, it is found a datum that uses omission of the conjunction and transitional technique. In the source text of, the word “whereof” is omitted by the translator when translating it into *Bahasa Indonesia*. “Whereof” means “*tentang apa*” and it is a conjunction. The word

“Whereof” was omitted because it is not relevant to the entire contents of the sentence.

SL: IN WITNESS **WHEREOF**, the undersigned have signed this MoU.

TL: *SEBAGAI BUKTI yang bertandatangan dibawah ini telah menandatangani MSP ini.*

2. The degree of Meaning Equivalence of the Addition and Omission in Memorandum of Understanding (MoU) Texts

The use of addition and omission techniques should be based on the meaning of equivalence. The intention is not to change the value and purpose of the original source. Therefore, researcher uses a degree meaning of equivalence which is divided into equivalence and non-equivalence. Equivalence consists of the fully and partly equivalence. Partly equivalence consists of the Increased and Decreased. And non-equivalence consists of the no meaning and no equivalent.

The researcher found that almost a half of the data is fully equivalence. There are eighteen cases or 45% that occurs in this research. Second is partly equivalence with that increase is divided into twelve cases or 30% and Decrease with ten cases or 25% of the data. Increase and decrease equivalent are not change the meaning significantly. On the other hand, there is no equivalent case and also, no case of no meaning and different meaning found in the data.

CONCLUSION

Based on the findings and discussion, there are some points that can be concluded from this research. First, the translator translates it accurately using addition and omission techniques

and he success to clarify the meaning of the source text to the target text. Second, the researcher found that almost a half of the data is fully equivalent. The translator is able to keep the authenticity of the equality of his work to translate the Memorandum of Understanding texts. She/he is a great translator who has a lot of experience, knowledge, and a great responsibility.

REFERENCES

- Baker, Mona. 1992. *In other words: a course book on translation*. London and New York, Routledge.
- Newmark, Peter. 1988. *A textbook of translation*. London: Prentice Hall International, Ltd.
- Catford, J.C. 1965. *A Linguistic theory of translation*. London : Oxford University Press.